

City of Gunnison Special Event Permit Application

To be submitted to the City Clerks Office, at City Hall, 201 W. Virginia
Avenue or at the Gunnison Community Center, 200 E Spencer Street
in Gunnison, CO 81230

Phone: 970.641.8140 Fax: 970.641.8051

No later than ten (10) business days prior to the Proposed Event

Name of Applicant

Sponsoring Agency (If Different than Applicant)

Phone Number

Address

E-Mail Address

Cell Number

Type of Event:

☐ Run/ Walk/ Bike

☐ Parade

☐ Festival/ Fair

☐ Community Event

☐ Fundraising/ Promotional

☐ Other _____

Name or Title of Event: _____

Location and Description of the Event: _____

Date of Event _____
of People From: _____ AM/PM to _____ AM/PM
Event Hours (including set up/take down)

List any streets requiring closure as a result of the Event (*Please be specific in regards to time making sure there is extra time before and after the event for clearing parked cars, set-up and clean-up*): _____

Route to be Traveled (If Applicable display on accompanying map): _____

Does the Event Involve Any of the Following? (Please check if applicable):

- ☐ Liquor/ Beer Sale and/or Consumption? If yes, please contact the City Clerk 641-8140
- ☐ Sales of Any Kind of Product? If yes, please contact the Finance Department 641-8070
- ☐ Distribution of Handbills/ Flyers or Hanging of Banners? If yes please contact the Community Development at 641-8090
- ☐ Use of a City Park/ Pavilion? If yes, please contact the Parks Dept 641-8060
- ☐ Music/ Entertainment? If yes, please describe: _____
- ☐ Animals/ Livestock? If yes, please describe: _____
- ☐ Use of Tents or Fencing Causing Ground Disturbance? If yes, please contact the Parks Dept 641-8060
- ☐ Open Flame Cooking in Booths or Trailers?
- ☐ Use of Port-a-Toilets? If yes, please contact the Parks Department 641-8060
- ☐ Pyrotechnic Displays?

Will you Require:

- ☐ Water? If yes, for what use, amount needed and method of dispensing _____

- ☐ Electricity? If yes, for what use, type needed and method of dispensing _____

- ☐ Dumpsters/ Trash Cans? If yes, amount needed, type, time delivered/ picked up and location _____

- ☐ Traffic Cones/ Barricades? If yes, for what use, amount needed, time delivered/ picked up and location _____

- ☐ Additional Police/ Fire Presence? If yes, for what purpose, type needed, and time/ location _____

- ☐ **Have You Placed the Event on the Gunnison-Crested Butte Community Calendar (www.gcbcalendar.com)?**

**INDEMNIFICATION AND RELEASE PROVISIONS
FOR USE OF CITY OF GUNNISON FACILITIES AND RIGHTS-OF-WAY**

A. In consideration for being permitted to use the facilities and/or rights-of-way of the City of Gunnison, (hereinafter "City"), (insert name of person/entity seeking permission to use facilities and/or rights-of-way, hereinafter "Applicant") agrees to indemnify and hold harmless the City, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity on account of damage, loss, or injury, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities and/or rights-of-way, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City, its officers, or its employees, or from any other cause whatsoever.

B. By signing below, Applicant agrees that, in the event of any damage, loss, or injury to the facilities or to any property or equipment therein or to the City rights-of-way, the City may deduct from any damage deposit the full amount of such damage, loss, or injury. Applicant further agrees that, if such damage, loss, or injury exceeds the amount of the damage deposit, Applicant will promptly reimburse the City for all costs associated therewith upon billing by the City.

C. In addition, in consideration for being permitted to use the facilities and/or rights-of-way, Applicant, on behalf of itself, and its officers, employees, members, and participants, hereby expressly exempts and releases the City, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability claims and demands result from the act, omission, negligence, or other fault on the part of the City, its officers, or its employees, or from any other cause whatsoever.

Signature of Applicant

Printed Name of Applicant

Date

For Internal Use Only

Approved:

City Clerk: _____
Additional Comments: _____

Finance: _____
Additional Comments: _____

Community Development: _____
Additional Comments: _____

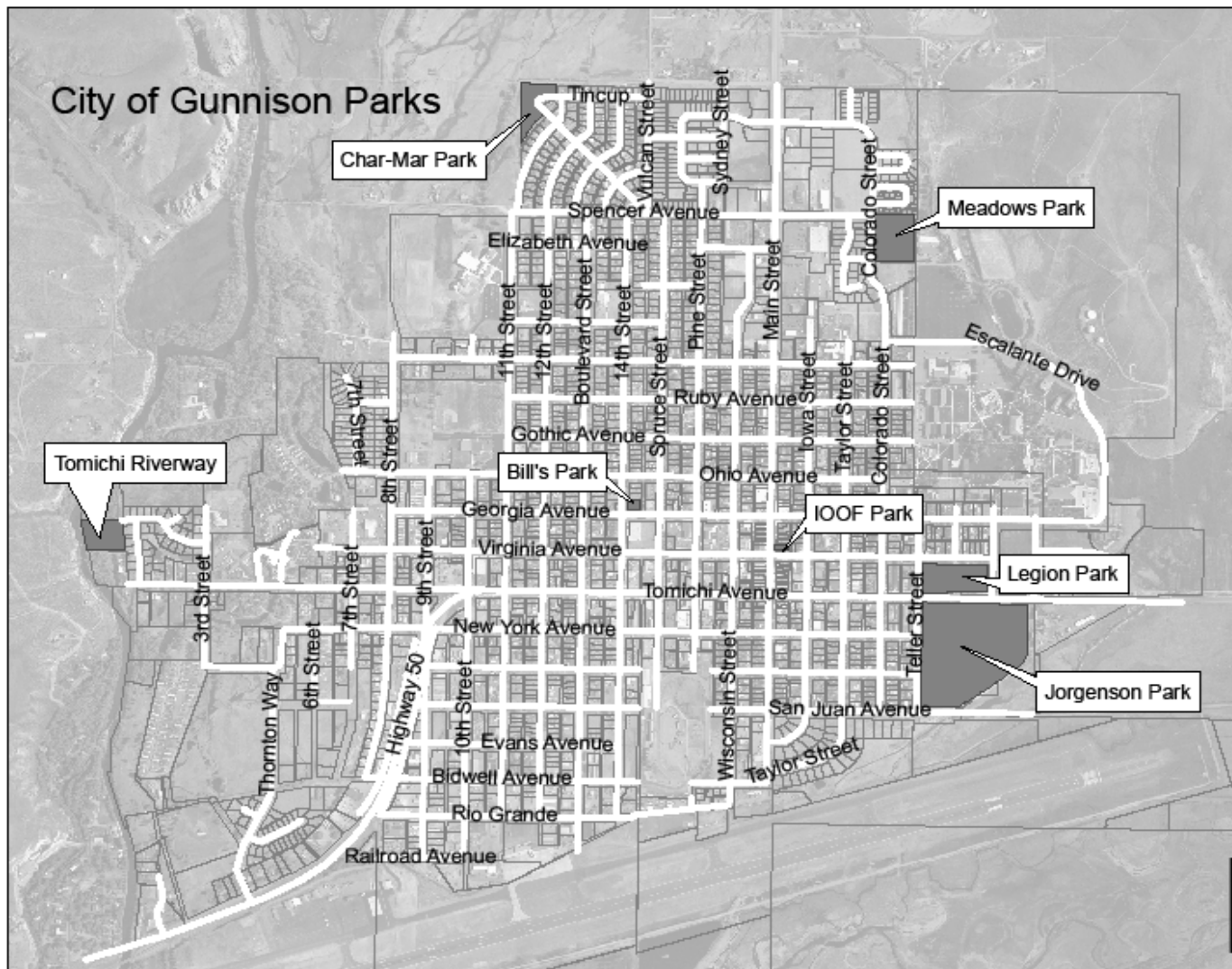
Fire Marshall: _____
Additional Comments: _____

Park and Recreation: _____
Additional Comments: _____

Police: _____
Additional Comments: _____

Public Works: _____
Additional Comments: _____

City Manager: _____
Additional Comments: _____



Show on the Map the Location of Special Event

Parade Route Map

